



Lakshmi
FINANCE & INDUSTRIAL CORPORATION LTD.

Registered Office : 1-10-60/3, "Suryodaya", 1st Floor, Begumpet, HYDERABAD - 500 016.
Phone : 040-2776 0301, 2776 7794, Fax: 040-2776 7793
E-mail: lakshmi_lfic@yahoo.com, Website : www.lakshmi finance.org
CIN: L65920TG1923PLC000044

Dt. 26.12.2019

To
Mr.P. Venkata Narayana
Flat No: 202, Block2,
Green Terraces Apartments,
Bandlaguda, Nagole
Hyderabad-Pin:500067.

Sir,

Sub: Appointment of Mr.P.Venkata Narayana (M.No.21805) as "Company Secretary".

* * * * *

With reference to your application dt: 03.12.2019 and further to the discussions we had with you, the Management is pleased to appoint you as "**COMPANY SECRETARY**" with effect from 01.01.2020 and the necessary terms and conditions are as follows:

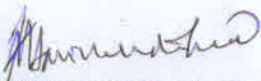
1. You will be paid a Consolidated Salary of Rs. 20,000/- p.m.
2. You are responsible for overall Company's Secretarial matters such as filing of forms with MCA, Conducting Board Meetings, Committee Meetings, Compliance with SEBI and Stock Exchanges and such other matters assigned to you from time to time.
3. You will be bound by rules and regulations of the Company.
4. Notwithstanding any of these clauses of this letter, this appointment is terminable by either the Company or Yourself by giving 2 months notice.

Please sign on the copy of this letter as a token of your acceptance.

Thanking you,

Your's faithfully,
For **LAKSHMI FINANCE & INDUSTRIAL CORPN. LTD.**




K. HARISHCHANDRA PRASAD
MANAGING DIRECTOR

Accepted and Joined on 01-01-2020


P. Venkata Narayana

आयकर विभाग

INCOME TAX DEPARTMENT



भारत सरकार

GOVT. OF INDIA

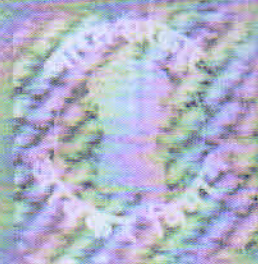
PULLELA VENKATA NARAYANA

LAKSHMI NARAYANA PULLELA

09/02/1980

Permanent Account Number

AXBPP9508J



03072008

Signature

P. Venkatarayana

P.Venkata Narayana
Flat No: 202, Block2,
Green Terraces Apartments,
Bandlaguda, Nagole
Hyderabad-Pin:500067.

11/11/2019
3.12.2019
for L F I C Company
Secretary
Hk

Email id:venkat.cs6@gmail.com
Contact No: +91 9849879915
+91 7780280322

Aspiring Company Secretary:

Looking for a position in Corporate Affairs with an organisation that recognizes and utilizes my true potential, analytical and technical skills. Well versed with the latest trends and technology in relation to Corporate Affairs. I am having a determination to carve a successful career in the field of Corporate Laws.

Professional & Academic Qualifications:

- Associate Member of Institute of Company Secretaries of India - Qualified in 2008
- MBA from Andhra University - Qualified in 2002
- B.Sc (Computers) from Nagarjuna University - Qualified in 2000

Employment Details:

- Management Trainee in Creamline Dairy Products Limited (Brand Name "Jersey " : 2006 July to 2007 December.
- Worked as an Employee in " LVV Associates ", Practicing Company Secretary Firm : 2008 January to 2008 July and Partner of LVV Associates from July 2008 to 2014 July.
- Proprietor of PVN & Associates, Practicing Company Secretary - July, 2014 to June, 2019.
- Present : Working with V B S S Prasad, Practicing Company Secretary from June, 2019

Experience Summary:

- To ensure Statutory Compliances are filed as per Listing Regulations, Companies Act & Other Statutory Laws
- Drafting and Vetting of Legal, Commercial documents, Loan Agreements
- Conducting Shareholders Meetings, Board & Committee Meetings and preparation of Directors' Report, Notices, Corporate Governance Report, Risk Management Report etc.
- Creation, Registration & Satisfaction of Charges

7/10/19
P.S. Rao
Harunobha Rao
Vanitha
with Harunobha Rao
5/10/19
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